



# Job Announcement

## Community Ambassador

The Idaho Lottery is looking for an outstanding and dynamic person to join our team as a Community Ambassador. This position is employed by Intralot, Inc. but works full-time for the Idaho Lottery Engagement team. The position works alongside management, and sales in all efforts to strategize, plan, coordinate, prepare and execute all community events including Do Good, retailer support activities, promotional/sales events and other engagement events as deemed appropriate.

Pay for this position is \$22.00 per hour.

### Essential Duties, Responsibilities and Functions

Under the supervision of the Customer and Community Engagement Manager, performs the following duties and responsibilities.

#### **Do Good:**

- Coordinate, deliver, and document Classroom Wishlist, Bucks for Books, and Love Your Schools initiatives
- Attend school board meetings, presentations, and community engagements related to Do Good efforts
- Build relationships with educators, librarians, and school administrators
- Capture program outcomes and community impact through photos, video, and written summaries
- Maintain communication with donors and partners following events

#### **Community Events & Outreach:**

- Support and represent the Idaho Lottery at statewide community events
- Assist with event setup, coordination, and on-site logistics
- Facilitate positive public interaction and program awareness
- Capture event documentation for internal and external use
- Assist with post-event summaries and reporting

#### **Content & Communication Support:**

- Capture photo, video, and written content at events, school visits, and community engagements
- Document Lottery programs and initiatives for use across communications, marketing, and reporting needs
- Support internal teams by providing organized, usable content from the field
- Assist in shaping clear, accurate narratives around Lottery impact and community investment
- Maintain and organize a content library for long-term and cross-departmental use
- Continuously develop skills in visual communication, storytelling, and content production

**Other:**

- Maintain a community calendar and communicate with owners and participants on a regular basis.
- Capture content for social media, marketing and general lottery use for different target audiences.
- Manage, order, and distribute premium items.
- Prepare and maintain videos/camera equipment.
- Organize and catalogue content.
- Prepare and maintain event trailers.

**Qualifications**

- Applicants must be 18 years or older.
- Background or coursework in communications, public relations, marketing or media
- Experience working with the public in professional settings
- Strong written and verbal communication skills, including one-on-one, small group, public speaking, and presentations
- Able to work from the road and travel constantly throughout the year – up to 75%
- Ability to lift 30+ pounds.
- Ability or willingness to learn, to drive a truck and trailer.

**Preferred**

- Bilingual or multilingual communication skills
- Experience with Adobe Creative Cloud applications
- Photography or video experience
- Interest in developing skills related to content production and storytelling

**Requirements****Employment Eligibility Verification:**

Must possess valid documentation to establish identity and U.S. employment eligibility.

**Security Requirements:**

Submission to, and ability to pass, a thorough pre-employment credit history and criminal background check by the Lottery is a requirement of employment. A pre-employment drug screening is also a requirement.

**Special Requirements:**

Must possess a valid driver's license with a clean driving record.

If you feel this is the job for you and you wish to apply, please send a cover letter which should include brief details about your interest in this position and what makes you a qualified candidate, along with your resume to **[jobs@lottery.idaho.gov](mailto:jobs@lottery.idaho.gov)**,  
Attn: Gaby Perez, 1199 Shoreline Lane, Suite 100, Boise, Idaho 83702.